



## MEMORANDUM

**TO:** Indiana High School Principals and High School Guidance Directors

**FROM:** Lloyd Garrison, IDOE College & Career Preparation Specialist

**SUBJECT:** Core 40 and Honors Diploma Seals and Letters

**DATE:** April 28, 2010

Delivery of Indiana Core 40 and Honors diploma seals and letters has been completed to Indiana accredited high schools that ordered these materials earlier this spring.

Each year, the Indiana Department of Education makes these diploma materials available for graduation purposes. As a reminder, congratulatory letters from Dr. Bennett will not be mailed to schools this year.

To download congratulatory letters from Dr. Tony Bennett for Honors diploma graduates, access the IDOE secure Web site at <https://dc.doe.state.in.us/DOEOnline/Login.aspx> by using your corporation's user id and password. Then, click on the "Congratulatory letters from Dr. Bennett" tab on the bottom left hand side of the Web page.

To obtain your corporation's user id and password, you will need to contact your school's Superintendent's Office.

Questions may be directed to Lloyd Garrison at the Indiana Department of Education at 317-232-6989 or [lgarrison@doe.in.gov](mailto:lgarrison@doe.in.gov)